

HOUSE HEALTH AND WELFARE

ADMINISTRATIVE RULES REVIEW

Table of Contents

2006 Legislative Session

IDAPA 16 - DEPARTMENT OF HEALTH AND WELFARE

***16.03.05 - Rules Governing Eligibility for Aid to the Aged,
Blind and Disabled (AABD)***

Docket No. ***16-0305-0601*** 2

16.03.09 - Rules Governing the Medical Assistance Program

Docket No. ***16-0309-0506*** 6

Docket No. ***16-0309-0601*** 14

HEALTH AND WELFARE

IDAPA 16 - DEPARTMENT OF HEALTH AND WELFARE

16.03.05 - RULES GOVERNING ELIGIBILITY FOR AID TO THE AGED, BLIND AND DISABLED (AABD)

DOCKET NO. 16-0305-0601

NOTICE OF RULEMAKING - TEMPORARY RULE

EFFECTIVE DATE: The effective date of the temporary rule is January 1, 2006.

AUTHORITY: In compliance with Sections 67-5221(1) and 67-5226, Idaho Code, notice is hereby given that this agency has adopted a temporary rule, and proposed rulemaking procedures have been initiated. The action is authorized pursuant to Sections 56-202(b) and 56-203(g), Idaho Code.

PUBLIC HEARING SCHEDULE: Public hearing(s) concerning this rulemaking will be scheduled if requested in writing by twenty-five (25) persons, a political subdivision, or an agency, not later than January 18, 2006.

The hearing site(s) will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule and a nontechnical explanation of the substance and purpose of the proposed rulemaking:

Beginning January 1, 2006, Medicaid recipients who are also on Medicare will no longer have their prescriptions paid for by Idaho's Medicaid Program. They will be covered by the new Medicare Prescription Drug Plan. Under the new drug plan, Medicaid recipients on Medicare will have out of pocket costs of \$1 or \$3 for each prescription and may also have an additional cost for the monthly premium of their chosen drug plan. The increase in the basic allowance assists this population by providing additional money for the Medicaid recipient so it can be used on their increased out of pocket medical costs. The rule changes will increase the individual's basic allowance from \$67 a month to \$87 a month in the following living arrangements: Room and Board Home, Residential and Assisted Living Facilities (RALF), and Certified Family Homes (CFH).

TEMPORARY RULE JUSTIFICATION: Pursuant to Sections 67-5226(1)(a) and (b), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate for the following reasons: This rulemaking is being promulgated for protection of the public health, safety and welfare; and also confers a benefit.

FEE SUMMARY: Pursuant to Section 67-5226(2), the Governor has found that the fee or charge being imposed or increased is justified and necessary to avoid immediate danger and the fee is described herein: NA - There is no fee attached to this rulemaking. The \$1 to \$3 out of pocket costs is for Medicare, not Medicaid.

FISCAL IMPACT: The following is a specific description, if applicable, of any fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year. There is no fiscal impact to the state general fund due to this rulemaking.

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE

Eligibility for Aid to the Aged, Blind and Disabled (AABD)

Docket No. 16-0305-0601

TEMPORARY RULE

NEGOTIATED RULEMAKING: Pursuant to IDAPA 04.11.01.811, negotiated rulemaking was not conducted because this rule confers a benefit to participants and no objections to the rule are expected.

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the temporary and proposed rule, contact Peggy Cook at (208) 334-5969.

Anyone may submit written comments regarding the proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before January 25, 2006.

DATED this 15th day of November, 2005.

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THE FOLLOWING IS THE TEXT OF THE TEMPORARY RULE

501. BASIC ALLOWANCE.

Each participant receives a basic allowance unless he lives in a nursing facility. The basic allowance for each living arrangement is listed in Subsections 501.01 through 501.05. The Semi-Independent Group Residential Facility, Room and Board, Residential and Assisted Living Facility and Certified Family Home basic allowances are those in effect January 1, 2001. They do not change with the annual cost-of-living increase in the federal SSI benefit amount. (5-3-03)

01. Single Participant. Through December 31, 2000, a participant is budgeted five hundred forty-five dollars (\$545) monthly as a basic allowance when living in a situation described in Subsections 501.01.a. through 501.01.e. Beginning January 1, 2001, the basic allowance increase for a single participant is the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person. (3-30-01)

- a. Living alone. (7-1-99)
- b. Living with his ineligible spouse. (7-1-99)
- c. Living with another participant who is not his spouse. (7-1-99)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE

Eligibility for Aid to the Aged, Blind and Disabled (AABD)

Docket No. 16-0305-0601

TEMPORARY RULE

d. Living in another's household. This includes a living arrangement where the participant purchases lodging (room) and meals (board) from his parent, child or sibling.

(3-30-01)

e. Living with his TAFI child.

(7-1-99)

02. Couple or Participant Living With Essential Person. Through December 31, 2000, a participant living with his participant spouse or his essential person is budgeted seven hundred sixty-eight dollars (\$768) monthly as a basic allowance. Beginning January 1, 2001, the basic allowance increase for a couple is the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a couple. The increase may be rounded up.

(3-30-01)

03. SIGRIF. A participant living in a semi-independent group residential facility (SIGRIF) is budgeted three hundred forty-nine dollars (\$349) monthly as a basic allowance.

(7-1-99)

04. Room and Board Home. A participant living in a room and board home, as defined in Section 512, is budgeted ~~sixty~~ eighty-seven dollars (\$~~68~~87) monthly as a basic allowance.

(~~3-15-02~~)(1-1-06)T

05. Personal Care Supplement. A participant living in a Residential and Assisted Living Facility, or Certified Family Home with state plan personal care services, is budgeted five hundred and twenty dollars (\$520) monthly as a Basic Allowance, if he does not have enough income to pay his provider for his rent, utilities and food. To receive a Personal Care Supplement, the participant's income after exclusions and disregards must be less than his Basic Allowance. Beginning January 1, 2003, the basic allowance increase is the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person.

(5-3-03)

(BREAK IN CONTINUITY OF SECTIONS)

512. ROOM AND BOARD HOME ALLOWANCE.

Room and board is a living arrangement where the participant purchases lodging (room) and meals (board) from a person he lives with who is not his parent, child or sibling. ~~Through December 31, 2000, a participant living in a room and board home is budgeted six hundred thirty-two dollars (\$632) monthly. Beginning January 1, 2001, the Room and Board allowance increase is one-half (1/2) the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person. Beginning January 1, 2002, the Room and Board allowance increase is the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person. Beginning January 1, 2006, a participant living in a room and board home is budgeted six hundred ninety-three dollars (\$693). Beginning January 1, 2007, the Room and Board allowance increase is the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person.~~

(~~3-20-04~~)(1-1-06)T

513. LICENSED RESIDENTIAL AND ASSISTED LIVING FACILITY AND CERTIFIED FAMILY HOME ALLOWANCES.

A participant living in a Residential and Assisted Living Facility (RALF), (see in accordance with

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE

Eligibility for Aid to the Aged, Blind and Disabled (AABD)

Docket No. 16-0305-0601

TEMPORARY RULE

IDAPA 16.03.22, "Rules Governing Licensed Residential and Assisted Living Facilities in Idaho") or Certified Family Home (CFH), (~~see in accordance with~~ IDAPA 16.03.19, "Rules Governing Certified Family Homes") with State Plan Personal Care Services, is budgeted a basic allowance of ~~sixty~~ eighty-seven dollars (\$~~68~~87) monthly. A participant is also budgeted a monthly allowance for care based on his level of care. If the participant gets a lower level of RALF or CFH care than his assessed level, his allowance is for the lower level of care. These allowances are used to determine eligibility for Medicaid. ~~The participant is not entitled to AABD cash assistance, unless he~~ These allowances are only used for AABD cash when the participant is entitled to the Personal Care Supplement in Subsection 512.05 of these rules DD Waiver in accordance with Section 789, "Developmentally Disabled (DD) Waiver," of this rule. If the participant does not require the RALF or CFH level of care, his eligibility and allowances are based on the Room and Board rate in Section 512 of these rules. ~~A participant with Home and Community-Based Services for the aged and disabled (HCBS-A&D) is not entitled to cash assistance.~~ (5-3-03)(1-1-06)T

01. Care Levels and Monthly Allowances. ~~Through December 31, 2000~~ Beginning January 1, 2006, care levels and monthly allowances are those listed in Table 513. ~~Beginning January 1, 2001, through December 31, 2001, the RALF and CFH care allowances and the basic allowance increase by one-half (1/2) the dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person.~~ Beginning January 1, 2002~~7~~, the RALF and CFH allowances increase by the full dollar amount of the annual cost-of-living increase in the federal SSI benefit rate for a single person.

TABLE 513 - CARE LEVELS AND ALLOWANCES AS OF 12-31-00 6		
	Level Of Care	Monthly Allowance
a.	Level I	Seven <u>Eight</u> hundred and seventy-four <u>thirty-five</u> dollars (\$ 774 <u>835</u>)
b.	Level II	Eight <u>Nine</u> hundred and forty-one <u>two</u> dollars (\$ 841 <u>902</u>)
c.	Level III	Nine hundred and sixty <u>seventy</u> -nine dollars (\$ 906 <u>9</u>)

(3-15-02)(1-1-06)T

02. CFH Operated by Relative. A participant living in a Certified Family Home (CFH) operated by his parent, child or sibling is not entitled to the CFH allowances. He may receive the allowance for a person living with a relative. A relative for this purpose is the participant's parent, child, sibling, aunt, uncle, cousin, niece, nephew, grandparent or grandchild by birth, marriage, or adoption. (3-15-02)

HEALTH AND WELFARE

IDPAPA 16 - DEPARTMENT OF HEALTH AND WELFARE

16.03.09 - RULES GOVERNING THE MEDICAL ASSISTANCE PROGRAM

DOCKET NO. 16-0309-0506

NOTICE OF RULEMAKING - TEMPORARY RULE

EFFECTIVE DATE: The effective date of the temporary rule is April 7, 2005.

AUTHORITY: In compliance with Sections 67-5221(1) and 67-5226, Idaho Code, notice is hereby given that this agency has adopted a temporary rule, and proposed rulemaking procedures have been initiated. The action is authorized pursuant to Sections 56-202(b) and 56-203(g), Idaho Code, and House Bill 324 (2005).

PUBLIC HEARING SCHEDULE: Public hearing(s) concerning this rulemaking will be scheduled if requested in writing by twenty-five (25) persons, a political subdivision, or an agency, not later than Wednesday, December 21, 2005.

The hearing site(s) will be accessible to persons with disabilities. Requests for accommodation must be made not later than five (5) days prior to the hearing, to the agency address below.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule and a nontechnical explanation of the substance and purpose of the proposed rulemaking:

To better protect the health and safety of Idahoans, these rules are being amended to allow for Medicaid coverage of investigational medical treatments and procedures when the medical review process indicates that such a procedure is necessary and would benefit the health of the participant. The rule changes also provide operational definitions of what constitutes an investigational or experimental service or procedure to comply with House Bill 324 (2005) that prohibits Medicaid coverage of experimental medical services or procedures. Outdated language was also updated to meet currently accepted standards. These proposed rule changes:

1. Identify the review and analysis required to determine coverage for investigational services or procedures;
2. Add a definition of experimental services or procedures;
3. Update the current standards for the coverage of weight loss surgery and clarify coverage of non-surgical options for the treatment of obesity; and
4. Clarify the coverage limitations for organ transplants.

TEMPORARY RULE JUSTIFICATION: Pursuant to Section 67-5226(1)(a), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate since it is necessary for the protection of the public health, safety, or welfare.

FEE SUMMARY: There is no fee or charge being imposed or increased in this docket.

FISCAL IMPACT: The following is a specific description, if applicable, of any fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year.

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

This rule does not result in any additional costs to the Medical Assistance program as the changes proposed do not expand upon existing coverage; rather, they clarify how coverage determinations are made so that decisions will be cost effective and not arbitrary.

NEGOTIATED RULEMAKING: Pursuant to IDAPA 04.11.01.811, negotiated rulemaking was not conducted because this change was made to reflect internal Medicaid policy decisions and to comply with House Bill 324 (2005).

ASSISTANCE ON TECHNICAL QUESTIONS, SUBMISSION OF WRITTEN COMMENTS: For assistance on technical questions concerning the temporary and proposed rule, contact Leslie Clement at (208) 364-1804.

Anyone may submit written comments regarding the proposed rulemaking. All written comments must be directed to the undersigned and must be delivered on or before Wednesday, December 28, 2005.

DATED this 2nd day of November, 2005.

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THE FOLLOWING IS THE TEXT OF THE TEMPORARY RULE

061. -- 0643. (RESERVED).

064. COVERAGE OF INVESTIGATIONAL PROCEDURES OR TREATMENTS.

The Department may consider Medicaid coverage for investigational procedures or treatments on a case-by-case basis for life-threatening medical illnesses when no other treatment options are available. For these cases, a focused case review is completed by a professional medical review organization to determine if an investigational procedure would be beneficial to the participant. The Department will perform a cost/benefit analysis on the procedure or treatment in question. The Department will determine coverage based on this review and analysis. (4-7-05)T

01. Focused Case Review. A focused case review consists of assessment of the following: (4-7-05)T

a. Health benefit to the participant of the proposed procedure or treatment; (4-7-05)T

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

- b.** Risk to the participant associated with the proposed procedure or treatment; (4-7-05)T
- c.** Result of standard treatment for the participant's condition, including alternative treatments other than the requested procedure or treatment; (4-7-05)T
- d.** Specific inclusion or exclusion by Medicare national coverage guidelines of the proposed procedure or treatment; (4-7-05)T
- e.** Phase of the clinical trial of the proposed procedure or treatment; (4-7-05)T
- f.** Guidance regarding the proposed procedure or treatment by national organizations; (4-7-05)T
- g.** Clinical data and peer-reviewed literature pertaining to the proposed procedure or treatment; and (4-7-05)T
- h.** Ethics Committee review, if appropriate. (4-7-05)T
- 02.** **Additional Clinical Information.** For cases in which the Department determines that there is insufficient information from the focused case review to render a coverage decision, the Department may, at its discretion, seek an independent professional opinion. (4-7-05)T
- 03.** **Cost/Benefit Analysis.** The Department will perform a cost/benefit analysis that will include at least the following: (4-7-05)T
- a.** Estimated costs of the procedure or treatment in question. (4-7-05)T
- b.** Estimated long-term medical costs if this procedure or treatment is allowed. (4-7-05)T
- c.** Estimated long-term medical costs if this procedure is not allowed. (4-7-05)T
- d.** Potential long-term impacts approval of this procedure or treatment may have on the medical assistance program. (4-7-05)T
- 04.** **Coverage Determination.** The Department will make a decision about coverage of the investigational procedure or treatment after consideration of the focused case review, cost/benefit analysis, and any additional information received during the review process. (4-7-05)T
- 065. SERVICES, TREATMENTS, AND PROCEDURES NOT COVERED BY MEDICAL ASSISTANCE.**
The following services, treatments, and procedures are not covered for payment by the Medical Assistance Program: (5-15-84)(4-7-05)T
- 01.** **Service Categories ~~Excluded~~ Not Covered.** The following ~~categories of~~ service categories are ~~excluded from MA~~ not covered for payment by the Medical Assistance Program:

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

- ~~(5-15-84)~~(4-7-05)T
- a. Acupuncture services; ~~and~~ ~~(5-15-84)~~(4-7-05)T
- b. Naturopathic services; ~~and~~ ~~(5-15-84)~~(4-7-05)T
- c. Bio-feedback therapy; and (11-10-87)
- d. Fertility-related services, including testing. ~~(11-10-87)~~(4-7-05)T

02. ~~Procedures Excluded~~ Types of Treatments and Procedures Not Covered. The costs of physician and hospital services for the following types of treatments and procedures are ~~excluded from MA payment. This includes both the procedure itself, and the costs for all follow-up medical treatment directly associated with such a procedure~~ not covered for payment by the Medical Assistance Program: ~~(6-1-86)~~(4-7-05)T

a. Elective medical and surgical treatment, except for family planning services, without Departmental approval. Procedures that are generally accepted by the medical community and are medically necessary may not require prior approval and may be eligible for payment; ~~or~~ ~~(6-1-86)~~(4-7-05)T

b. Cosmetic surgery, excluding reconstructive surgery ~~which~~ that has prior approval by the Department; ~~or~~ ~~(7-1-98)~~(4-7-05)T

c. Acupuncture; ~~or~~ ~~(6-1-86)~~(4-7-05)T

d. Bio-feedback therapy; ~~or~~ ~~(6-1-86)~~(4-7-05)T

e. Laetrile therapy; ~~or~~ ~~(6-1-86)~~(4-7-05)T

~~f. Organ transplants; lung, pancreas, or other transplants considered investigative or experimental procedures and multiple organ transplants; or~~ ~~(10-1-91)~~

~~g.~~ Procedures and testing for the inducement of fertility. This includes, but is not limited to, artificial inseminations, consultations, counseling, office exams, tuboplasties, and vasovasostomies; ~~(11-10-87)~~(4-7-05)T

~~h.~~ New procedures of unproven value and established procedures of questionable current usefulness as identified by the Public Health Service and ~~which~~ that are excluded by the Medicare program ~~are excluded from MA payment or major commercial carriers;~~ ~~or~~ ~~(5-15-84)~~(4-7-05)T

~~i.~~ Drugs supplied to patients for self-administration other than those allowed under the conditions of Section ~~126~~ 805; ~~or~~ ~~(12-31-91)~~(4-7-05)T

~~j.~~ Examinations: (6-1-86)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

- i. For routine checkups, other than those associated with the EPSDT program; ~~or~~
(6-1-86)(4-7-05)T
 - ii. In connection with the attendance, participation, enrollment, or accomplishment of a program; or
(6-1-86)
 - iii. For employment.
(6-1-86)
 - ~~ki.~~ Services provided by psychologists and social workers who are employees or contract agents of a physician, or a physician's group practice association except for psychological testing on the order of the physician; ~~or~~
(6-1-86)(4-7-05)T
 - ~~kl.~~ The treatment of complications, consequences, or repair of any medical procedure, ~~in which where~~ the original procedure was ~~excluded from MA coverage~~ not covered by the Medical Assistance Program, unless the resultant condition is life-threatening as determined by the ~~MA Section of the~~ Department; ~~or~~
(5-15-84)(4-7-05)T
 - ~~ml.~~ Medical transportation costs incurred for travel to medical facilities for the purpose of receiving a noncovered medical service ~~are excluded from MA payment;~~
(5-15-84)(4-7-05)T
 - ~~nm.~~ Eye exercise therapy; or
(10-25-88)(4-7-05)T
 - ~~on.~~ Surgical procedures on the cornea for myopia.
(3-2-94)
- 03. Experimental Treatments or Procedures.** Treatments and procedures used solely to gain further evidence or knowledge or to test the usefulness of a drug or type of therapy are not covered for payment by the Medical Assistance Program. This includes both the treatment or procedure itself, and the costs for all follow-up medical treatment directly associated with such a procedure. Treatments and procedures deemed experimental are not covered for payment by the Medical Assistance Program under the following circumstances: (4-7-05)T
- a.** The treatment or procedure is in Phase I clinical trials in which the study drug or treatment is given to a small group of people for the first time to evaluate its safety, determine a safe dosage range, and identify side effects; (4-7-05)T
 - b.** There is inadequate available clinical or pre-clinical data to provide a reasonable expectation that the trial treatment or procedure will be at least as effective as non-investigational therapy; or (4-7-05)T
 - c.** Expert opinion suggests that additional information is needed to assess the safety or efficacy of the proposed treatment or procedure. (4-7-05)T

(BREAK IN CONTINUITY OF SECTIONS)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

069. SURGICAL PROCEDURES FOR WEIGHT LOSS.

01. Surgery for the Correction of Obesity. Surgery for the correction of obesity is covered ~~only with prior authorization from the Bureau of Medicaid Policy and Reimbursement. Surgical procedures for weight loss will be considered when the patient meets the weight criteria for morbid obesity as defined in Subsection 003.38 of these rules; and~~ when all of the following conditions are met: (7-1-99)(4-7-05)T

~~a. Has one (1) of the major life threatening complications of obesity: alveolar hypoventilation, uncontrolled diabetes, or uncontrolled hypertension:~~ The participant must meet criteria for clinically severe obesity with a Body Mass Index (BMI) equal to or greater than forty (40), or a BMI equal to or greater than thirty-five (35) with comorbid conditions such as type 2 diabetes, hypothyroidism, atherosclerotic cardiovascular disease, or osteoarthritis of the lower extremities. The serious comorbid medical condition must be documented by the primary physician who refers the patient for the procedure, or a physician specializing in the participant's comorbid condition who is not associated by clinic or other affiliation with the surgeons who will perform the surgery. (7-1-97)(4-7-05)T

~~i. For purposes of this Subsection, "uncontrolled" means that there is inadequate compliance or response to a prescribed medical regimen.~~ (7-1-97)

~~ii. Other complications of obesity such as orthopedic treatment, skin and wound care are not considered justification for a surgical remedy.~~ (7-1-97)

~~b. Must have a psychiatric evaluation to determine the stability of personality at least three (3) months prior to date the surgery is requested;~~ The obesity is caused by the serious comorbid condition, or the obesity could aggravate the participant's cardiac, respiratory or other systemic disease. (7-1-97)(4-7-05)T

~~c. Understands and accepts the resulting risks associated with the surgery.~~ The Department or its designee must determine the surgery to be medically necessary, as defined in Section 003 of these rules. (7-1-97)(4-7-05)T

~~d. The participant must have a psychiatric evaluation to determine the stability of personality at least ninety (90) days prior to the date a request for prior authorization is submitted to Medicaid.~~ (4-7-05)T

~~e. The surgery must be prior authorized by the Department or its designee. The Department will consider the guidelines of private and public payors, evidence-based national standards of medical practice, and the medical necessity of each participant's case when determining whether surgical correction of obesity will be prior authorized.~~ (4-7-05)T

02. ~~All Patients Requesting Surgery~~ Non-Surgical Treatment for Obesity. ~~All patients requesting surgery must have their physician send a complete history and physical exam, and medical records documenting the patient's weight and efforts to lose weight by conventional means over the past five (5) years for the request to be considered. Services in connection with non-surgical treatment of obesity are covered only when such services are an integral and~~

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

necessary part of treatment for another medical condition that is covered by Medicaid.

(7-1-97)(4-7-05)T

03. ~~The Documentation of Life-Threatening Complications.~~ The documentation of life threatening complications in Subsection 069.01.c. of these rules. must be provided by a consultant specializing in pulmonary diseases, endocrinology, or cardiology/hypertensive illness who is not associated by clinic or other affiliation with the surgeons who will perform the surgery, or the primary physician who refers the patient for the procedure. (7-1-97)

043. **Abdominoplasty or Panniculectomy.** Abdominoplasty or panniculectomy is covered ~~only with prior authorization from the Bureau of Medicaid Policy and Reimbursement. Medicaid does not cover procedures for cosmetic purposes when medically necessary, as defined in Section 003 of these rules, and when the surgery is prior authorized by the Department or its designee.~~ The ~~documentation that must accompany a~~ request for prior authorization must includes, ~~but is not limited to,~~ the following documentation: (7-1-97)(4-7-05)T

a. Photographs of the front, side and underside of the ~~patient's~~ participant's abdomen; ~~and~~ (7-1-97)(4-7-05)T

b. ~~Documented~~ Treatment of ~~the~~ any ulceration and skin infections involving the panniculus; ~~and~~ (7-1-97)(4-7-05)T

c. ~~Documented~~ Failure of conservative treatment, including weight loss; ~~and~~ (7-1-97)(4-7-05)T

d. That the panniculus severely inhibits the ~~patient's~~ participant's walking; ~~and~~ (7-1-97)(4-7-05)T

e. That ~~the client~~ participant is unable to wear a garment to hold the panniculus up; ~~and~~ (7-1-97)(4-7-05)T

f. Other detrimental effects of the panniculus on the ~~patient's~~ participant's health such as severe arthritis in the lower body. (7-1-97)(4-7-05)T

(BREAK IN CONTINUITY OF SECTIONS)

081. ORGAN TRANSPLANTS.

The Department may ~~purchase~~ reimburse for organ transplant services for bone marrows, kidneys, hearts, intestines, and livers when provided by hospitals approved by the ~~Health Care Financing Administration~~ Centers for Medicare and Medicaid for the Medicare program ~~and~~ that have completed a provider agreement with the Department. The Department may ~~purchase~~ reimburse for cornea transplants for conditions where such transplants have demonstrated efficacy. (3-15-02)(4-7-05)T

~~01.~~ ~~Heart or Liver Transplants.~~ Heart or liver transplant surgery will be covered. (3-15-02)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0506
TEMPORARY RULE

021. Kidney Transplants. Kidney transplantation surgery will be covered only in a renal transplantation facility participating in the Medicare program after meeting the criteria specified in 42 CFR 405 Subpart U. Facilities performing kidney transplants must belong to one (1) of the End Stage Renal Dialysis (ESRD) network area's organizations designated by the Secretary of Health and Human Services for Medicare certification. ~~(10-1-91)~~(4-7-05)T

032. Living Kidney Donor Costs. The transplant costs for actual or potential living kidney donors are fully covered by Medicaid and include all reasonable preparatory, operation, and post-operation recovery expenses associated with the donation. Payments for post-operation expenses of a donor will be limited to the period of actual recovery. (10-1-91)

043. Intestinal Transplants. Intestinal transplantation surgery will be covered only for patients with irreversible intestinal failure, and who have failed total parenteral nutrition. ~~(3-15-02)~~(4-7-05)T

054. Coverage Limitations. ~~When the need for transplant of a second organ such as a heart, lung, liver, bone marrow, pancreas, or kidney represents the coexistence of significant disease, the organ transplants will not be covered.~~ ~~(10-1-91)~~(4-7-05)T

a. Multi-organ transplants may be covered when: (4-7-05)T

i. The primary organ defect caused damage to a second organ and transplant of the primary organ will eliminate the disease process; and (4-7-05)T

ii. The damage to the second organ will compromise the outcome of the transplant of the primary organ. (4-7-05)T

ab. Each kidney or lung is considered a single organ for transplant; (10-1-91)

bc. Retransplants will be covered only if the original transplant was performed for a covered condition and if the retransplant is performed in a Medicare/Medicaid approved facility; (10-1-91)

ed. A liver transplant from a live donor will not be covered by the Medical Assistance Program; ~~(3-15-02)~~(4-7-05)T

d. ~~Multi-organ transplants such as heart/lung or kidney/pancreas and the transplant of artificial hearts or ventricular assist devices are not covered;~~ ~~(10-1-91)~~

e. ~~Except for cornea transplants, all~~ No organ transplants are excluded from MA payment covered by the Medical Assistance Program unless prior ~~pre~~authorized by the Department or its designee, and performed for the treatment of medical conditions where such transplants have a demonstrated efficacy. ~~(3-15-02)~~(4-7-05)T

06. ~~Noncovered Transplants.~~ ~~Services, supplies, or equipment directly related to a noncovered transplant will be the responsibility of the recipient.~~ ~~(10-1-91)~~

HEALTH AND WELFARE

***DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program***

***Docket No. 16-0309-0506
TEMPORARY RULE***

075. Follow-Up Care. Follow-up care to a recipient who received a covered organ transplant may be provided by a Medicare/Medicaid participating hospital not approved for organ transplantation. (10-1-91)

HEALTH AND WELFARE

IDAPA 16 - DEPARTMENT OF HEALTH AND WELFARE

16.03.09 - RULES GOVERNING THE MEDICAL ASSISTANCE PROGRAM

DOCKET NO. 16-0309-0601

NOTICE OF RULEMAKING - TEMPORARY RULE

EFFECTIVE DATE: The effective date of the temporary rule is May 1, 2006.

AUTHORITY: In compliance with Sections 67-5226, Idaho Code, notice is hereby given this agency has adopted a temporary rule. The action is authorized pursuant to Sections 56-202(b), and 56-203(g), Idaho Code, and HB385 passed by the 2005 Legislature.

DESCRIPTIVE SUMMARY: The following is the required finding and concise statement of its supporting reasons for adopting a temporary rule:

This rulemaking establishes a program that credentials mental health agencies to assure mental health clinics and psychosocial rehabilitation providers meet minimal quality standards, utilize qualified providers, and provide appropriate services that meet the needs of Medicaid participants. Under these rules, mental health agencies will be required to undergo a Department-approved credentialing process prior to being authorized to deliver and bill for services, and to be re-credentialed on a periodic basis.

TEMPORARY RULE JUSTIFICATION: Pursuant to Section(s) 67-5226(1)(a), Idaho Code, the Governor has found that temporary adoption of the rule is appropriate for the following reasons: This rule protects the public health, safety, and welfare of Idahoans.

FEE SUMMARY: Pursuant to Section 67-5226(2), the Governor has found that the fee or charge being imposed or increased is justified and necessary to avoid immediate danger and the fee is described herein: N/A

FISCAL IMPACT: The following is a specific description, if applicable, of any fiscal impact on the state general fund greater than ten thousand dollars (\$10,000) during the fiscal year. HB385 passed by the 2005 Idaho Legislature appropriated Three hundred and fifty thousand dollars (\$350,000) to the Department to contract with an outside vendor for a credentialing process.

ASSISTANCE ON TECHNICAL QUESTIONS: For assistance on technical questions concerning the temporary rule, contact Jamie Simpson at (208) 364-1842.

DATED this 9th day of November, 2005.

Sherri Kovach
Program Supervisor
DHW – Administrative Procedures Section
450 West State Street - 10th Floor
P.O. Box 83720

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

Boise, Idaho 83720-0036
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THE FOLLOWING IS THE TEXT OF THE TEMPORARY RULE

449. DEFINITIONS FOR PSYCHOSOCIAL REHABILITATIVE SERVICES (PSR).

01. Assessment Hours. Time allotted for completion of evaluation and diagnostic services. (4-6-05)

02. Credentialing. A process where the Medicaid PSR agency is approved by the Department or the Department's designee as having met the requirements of the provider agreement and professional standards defined in these rules. (5-1-06)T

023. Demographic Information. Information that identifies participants and is entered into the Department's database collection system. (4-6-05)

034. Goal. The desired outcome related to an identified issue. (4-6-05)

045. Initial Contact. The date a participant, parent, or legal guardian signs the request for assessment hours. (4-6-05)

056. Issue. A statement specifically describing the participant's behavior directly relating to the participant's mental illness and functional impairment. (4-6-05)

067. Licensed Practitioner of the Healing Arts. A licensed physician, physician assistant, nurse practitioner, or clinical nurse specialist. The nurse practitioner and clinical nurse specialist must have experience prescribing psychotropic medication. (4-6-05)

078. Objective. A milestone toward meeting the goal that is concrete, measurable, time-limited, and behaviorally specific. (4-6-05)

089. Psychosocial Rehabilitative Services (PSR). Rehabilitative services provided both to children with serious emotional disturbance and to adults with severe and persistent mental illness to address functional deficits due to psychiatric illness and to restore independent living, socialization, and effective life management skills. (4-6-05)

0910. Tasks. Specific, time-limited activities and interventions designed to accomplish the objectives in the individualized treatment plan. (4-6-05)

HEALTH AND WELFARE

(BREAK IN CONTINUITY OF SECTIONS)

451. RESPONSIBILITIES OF THE DEPARTMENT REGARDING PSR SERVICES.

The Department will administer the provider agreement for the provision of PSR services and is responsible for the following tasks: (4-6-05)

01. Service System. The Department is responsible for the development, maintenance and coordination of regional, comprehensive and integrated service systems. (4-6-05)

02. Credentialing. The Department is responsible for ensuring Medicaid PSR agencies meet credentialing requirements. (5-1-06)T

023. Assessment Authorization. The Department or its designee will review requests for assessment hours and authorize as appropriate. (4-6-05)

034. Individualized Treatment Plan Authorization Requirements. Individualized treatment plan authorizations must include the following: (4-6-05)

a. Required Documentation. The required documentation for each individualized treatment plan includes: (4-6-05)

- i. Participant demographic information; (4-6-05)
- ii. A comprehensive assessment as provided in Subsection 453.01 of these rules; and (4-6-05)
- iii. A written individualized treatment plan as provided in Subsection 453.02 of these rules. (4-6-05)
- iv. Adult service plans also require a rehabilitation outcome database. (4-6-05)
- v. Children's individualized treatment plans also require the Child and Adolescent Functional Assessment Scale/Preschool and Early Childhood Functional Assessment Scale (CAFAS/PECFAS). (4-6-05)

b. Physician's Signature and Receipt of Required Documentation. Reimbursement for services will be authorized from the date of the physician's signature if the required documentation is received by the Department or its designee within thirty (30) days from the request of assessment hours. If the documentation is received after thirty (30) days from the date of the request of assessment hours, or after the expiration of the plan, the date to begin services is the date the individualized treatment plan and other required documentation are received by the Department or its designee. For the annual update, all required documentation must be received by the Department or its designee before the expiration date of the current assessment and plan. In order for a prior authorization to remain valid throughout the treatment plan year, documentation of the one hundred twenty (120) day reviews must comply with Subsection 457.05 of these rules. (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

c. Hours and Type of Service. The Department or its designee must authorize the number of hours and type of services which could be reasonably expected to lead to achievement of the individualized treatment plan objectives. (4-6-05)

d. Authorization Time Period. Service authorizations are limited to a twelve (12) month period and must be reviewed and updated at least annually. (4-6-05)

e. No Duplication of Services. The Department or its designee must monitor, coordinate, and jointly plan with all known providers to a participant to prevent duplication of services provided to PSR participants through other Medicaid reimbursable and non-Medicaid programs. (4-6-05)

045. Notice of Decision. At the point a decision is made that a participant is ineligible for PSR services, a notice of decision citing the reason(s) the participant is ineligible for PSR services must be issued by the Department. The notice of decision must be sent to the adult participant and a copy to his legal guardian, if any. When the participant is a minor child, the notice of decision must be sent to the minor child's parent or legal guardian. (4-6-05)

056. Changes in Individualized Treatment Plan Hours or Service Type. When the Department or its designee is notified, in writing, by the provider of recommended increases in hours or change in type of service provided, the Department or its designee must review the request and either approve or deny within ten (10) working days of receipt. A clear rationale for the change in hours or service type must be included with the request. (4-6-05)

067. Changes to Individualized Treatment Plan Objectives. When a provider believes that an individualized treatment plan needs to be revised, the provider should include that recommendation and rationale in documentation of the next one hundred twenty (120) day review. The Department or its designee will review the information, and if appropriate, act on the recommendation. In the event substantial changes in the participant's mental status or circumstances occur requiring immediate changes in the plan objectives, the provider must notify the Department or its designee, in writing, of its recommendation and rationale for the change. The Department has ten (10) working days to respond to and either approve or deny the request for change. (4-6-05)

078. Minor Changes to Individualized Treatment Plan Tasks. When the Department or its designee is notified in writing by the provider of necessary and specific changes to individualized treatment plan tasks that require no change in total hours or service type, a copy of the amended individualized treatment plan tasks must be forwarded to the Department or its designee including rationale for those changes. The Department or its designee has ten (10) working days to respond to the changes. If no response is received, the provider may proceed to incorporate those and only those specific task changes into the individualized treatment plan. While task changes may result in reassignment of available hours among tasks, under no circumstances does this permit the provider to increase the total number of prior authorized hours. (4-6-05)

089. Quality of Services. The Department or its designee must monitor the quality and

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

outcomes of PSR services provided to participants, in coordination with the Divisions of Medicaid, Management Services, and Family and Community Services. (4-6-05)

(BREAK IN CONTINUITY OF SECTIONS)

455. PSR PROVIDER AGENCY REQUIREMENTS.

Each agency that enters into a provider agreement with the Department for the provision of PSR services must meet the following requirements: (4-6-05)

01. Agency. A PSR agency must be a proprietorship, partnership, corporation, or other entity, employing at least two (2) staff qualified to deliver PSR services under Section 456 of these rules, and offering both PSR services and administrative services. Administrative services may include such activities as billing, hiring staff, assuring staff qualifications are met and maintained, setting policy and procedure, payroll. (4-6-05)

02. Credentialing. The Department is phasing in the Credentialing Program in 2006. During the first three (3) years of development the following will take place. (5-1-06)T

a. Reimbursement. A PSR agency must be designated as credentialed or provisionally credentialed in order to receive Medicaid reimbursement for services. Any agency that fails to maintain credentialed status will have its Medicaid provider agreement terminated. (5-1-06)T

b. Application. All existing providers and new provider applicants must submit an application for credentialing that will be reviewed in order to proceed with the credentialing process and obtain the required credential by the Department or its designee. All initial applications will be responded to within thirty (30) days indicating if the application is approved or additional information is required. The applicant must submit the additional information for the application to be considered further. The application will be reviewed up to three (3) times. If the applicant has not provided the required information by the third submittal then the application will be denied and the application will not be considered again for twelve (12) months. (5-1-06)T

c. Temporary Credentialed Status. In order for existing providers to be able to continue to provide services during these first three (3) years the Department will grant a one-time temporary credential to all existing providers not to exceed three (3) years. (5-1-06)T

d. New Providers. Once the Credentialing Program is initiated any new provider applicants will be required to submit an application and successfully complete the credentialing process prior to billing for Medicaid services. (5-1-06)T

e. Elements of Credentialing. The credentialing process consists of the application and an on-site review. Whenever deficiencies are identified a plan of improvement approved by the Department or its designee must be submitted by the agency. (5-1-06)T

f. Expiration and Renewal of Credentialed Status. Credentials issued under these

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

rules will be issued for a period up to three (3) years. Unless sooner suspended or revoked, the agency's credential will expire on the date designated by the Department or its designee. No later than ninety (90) days before expiration, an agency may apply for renewal of credentials. A site review may be conducted by the Department or its designee for renewal applications. (5-1-06)T

g. Provisional Credentialed Status. If a new or renewal applicant is found deficient in one (1) or more of the requirements for credentialing, but does not have deficiencies that jeopardize the health and safety of the participants or substantially affect the provider's ability to provide services, a provisional credential may be issued. Provisional credentials will be issued for a period not to exceed one hundred and eighty (180) days. During that time, the Department or its designee will determine whether the deficiencies have been corrected. If so, then the agency will be credentialed. If not, then the credential will be denied or revoked. (5-1-06)T

h. Denial, or Revocation of Credentialed Status. The Department or its designee may deny or revoke credentials when conditions exist that endanger the health, safety, or welfare of any participant or when the agency is not in substantial compliance with these rules. Additional causes for denial of credentials include the following: (5-1-06)T

i. The provider agency or provider agency applicant has willfully misrepresented or omitted information on the application or other documents pertinent to obtaining credentialed status; (5-1-06)T

ii. The provider agency or provider agency applicant has been convicted of a criminal offense related to the provider's or applicant's involvement in any program established under Medicare, Medicaid or the Title XX Services Program, or has been found to have committed any offense involving theft, or abuse, neglect or exploitation of another person; (5-1-06)T

iii. The provider agency or provider agency applicant has been convicted of a criminal offense within the past five (5) years, other than a minor traffic violation or similar minor offense; (5-1-06)T

iv. The provider agency or provider agency applicant has been denied or has had revoked any health facility license, or certificate; (5-1-06)T

v. A court has ordered that any provider agency owner or provider agency applicant must not operate a health facility, residential care or assisted living facility, or certified family home; (5-1-06)T

vi. Any owners, employees, or contractors of the provider agency or provider agency applicant are listed on the statewide Child Abuse Registry, Adult Protection Registry, Sexual Offender Registry, or Medicaid exclusion lists; (5-1-06)T

vii. The provider agency or provider agency applicant is directly under the control or influence, whether financial or other, of any person who is described in Subsections 455.02.h.i. through 455.02.h.vi. of these rules. (5-1-06)T

i. Procedure for Appeal of Denial or Revocation of Credentials. Immediately upon

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

denial or revocation of credentials, the Department or the Department's designee will notify the applicant or provider in writing by certified mail or by personal service of its decision, the reason for its decision, and how to appeal the decision. The appeal is subject to the hearing provisions in IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings".

(5-1-06)T

023. Criminal History Checks.

(4-6-05)

a. The agency must verify that all employees, subcontractors, or agents of the agency providing direct care or PSR services have complied with IDAPA 16.05.06, "Rules Governing Mandatory Criminal History Checks".

(4-6-05)

b. Once an employee, subcontractor, or agent of the agency has completed a self-declaration form and has been fingerprinted, he may begin working for the agency on a provisional basis while awaiting the results of the criminal history check.

(4-6-05)

c. Once an employee, subcontractor, agent of the agency has received a criminal history clearance, any additional criminal convictions must be reported to the Department or its designee when the agency learns of the conviction.

(4-6-05)

034. PSR Agency Staff Qualifications. The agency must assure that each agency staff person delivering PSR services meets at least one (1) of the qualifications in Section 456 of these rules.

(4-6-05)

~~**04. Supplemental Services Agreement.** The agency must have negotiated a Supplement Services Agreement (SSA) with the Department or its designee. The SSA must specify what PSR services must be provided by the agency. The agency's Supplemental Services Agreement must be reviewed at least annually and may be revised or cancelled at any time.~~

~~(4-6-05)~~

05. Agency Employees and Subcontractors. Employees and subcontractors of the agency are subject to the same conditions, restrictions, qualifications and rules as the agency.

(4-6-05)

06. Supervision. The agency must provide staff with adequate supervision to insure that the tasks on a participant's individualized treatment plan can be implemented effectively in order for the individualized treatment plan objectives to be achieved. Case-specific supervisory contact must be made weekly, at a minimum, with staff for whom supervision is a requirement. Individuals in Subsections 456.09 through 456.12 of these rules must be supervised by individuals in Subsections 456.01 through 456.08. Documentation of supervision must be maintained by the agency and be available for review by the Department or its designee.

(4-6-05)

07. Continuing Education. The agency must assure that all staff complete twenty (20) hours of continuing education annually from the date of hire. Four (4) hours every four (4) years must be in ethics training. Staff who are not licensed must select the discipline closest to their own and use the continuing education standards attached to that professional license. Nothing in these rules will affect professional licensing continuing education standards and

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

requirements set by the Bureau of Occupational Licenses. (4-6-05)

08. Crisis Service Availability. PSR agencies must provide twenty-four (24) hour crisis response services for their participants or make contractual arrangement for the provision of those services. (4-6-05)

09. Ethics. (2-1-05)T

a. The provider must adopt, adhere to and enforce among its staff who are providing Medicaid reimbursable services a Code of Ethics similar to or patterned after one (1) of the following: (5-1-06)T

i. US Psychiatric Rehabilitation Association Code of Ethics found at <http://www.uspra.org/i4a/pages/index.cfm?pageid=3601>; (5-1-06)T

ii. National Association of Social Workers Code of Ethics found at <http://www.naswdc.org/pubs/code/default.asp>; (5-1-06)T

iii. American Psychological Association Code of Ethics found at <http://www.apa.org/ethics/code.html>; or (5-1-06)T

iv. American Counseling Association Code of Ethics found at http://www.counseling.org/Content/NavigationMenu/RESOURCES/ETHICS/ACA_Code_of_Ethics.htm (5-1-06)T

v. Marriage and Family Therapists Code of Ethics found at www.aamft.org/resources/lrmplan/ethics/ethicscode2001.asp. (5-1-06)T

b. Evidence of the Agency's Code of Ethics, the discipline(s) upon which it is modeled, and each staff member's training on the code must be submitted to the Department or its designee upon request. (5-1-06)T

c. The Provider must develop a schedule for providing ethics training to its staff. (5-1-06)T

d. The ethics training schedule must provide that new employees receive the training during their first year of employment, and that all staff receive ethics training no less than four hours every four (4) years thereafter. (5-1-06)T

460. BUILDING STANDARDS FOR PSR AGENCY LOCATIONS.

Each physical location that is maintained by the PSR agency and where participants go to meet or receive services must meet the following standards: (5-1-06)T

01. Accessibility. PSR service providers must be responsive to the needs of the service area and persons receiving services and accessible to persons with disabilities as defined in Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and the uniform federal accessibility standard. (5-1-06)T

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

02. Environment. PSR agency offices must be designed and equipped to meet the needs of each participant including, but not limited to, factors such as sufficient space, equipment, lighting and noise control. (5-1-06)T

03. Capacity. PSR agency offices must provide qualified staff as listed in Subsection 465.07 of these rules to meet a staff to participant ratio that ensures safe, effective and clinically appropriate interventions. (5-1-06)T

04. Fire and Safety Standards. (5-1-06)T

a. PSR agency offices must meet all local and state codes concerning fire and life safety. The owner/ operator must have the facility inspected at least annually by the local fire authority. In the absence of a local fire authority, such inspections must be obtained from the Idaho State Fire Marshall's office. A copy of the inspection must be made available upon request and must include documentation of any necessary corrective action taken on violations cited; and (5-1-06)T

b. PSR agency offices must be structurally sound and must be maintained and equipped to assure the safety of participants, employees and the public; and (5-1-06)T

c. In PSR agency offices where natural or man-made hazards are present, suitable fences, guards or railings must be provided to protect participants; and (5-1-06)T

d. PSR agency offices must be kept free from the accumulation of weeds, trash and rubbish; and (5-1-06)T

e. Portable heating devices are prohibited except units that have heating elements that are limited to not more than 212°F. The use of unvented, fuel-fired heating devices of any kind are prohibited. All portable space heaters must be U.L. approved as well as approved by the local fire or building authority; and (5-1-06)T

f. Flammable or combustible materials must not be stored in the PSR agency; and (5-1-06)T

g. All hazardous or toxic substances must be properly labeled and stored under lock and key; and (5-1-06)T

h. Water temperatures in areas accessed by participants must not exceed 120°F; and (5-1-06)T

i. Portable fire extinguishers must be installed throughout the agency facility. Numbers, types and location must be directed by the applicable fire authority noted in Subsection 472.04 of these rules; and (5-1-06)T

j. Electrical installations and equipment must comply with all applicable local or state electrical requirements. In addition, equipment designed to be grounded must be maintained

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

in a grounded condition and extension cords and multiple electrical outlet adapters must not be utilized unless U.L. approved and the numbers, location, and use of them are approved, in writing, by the local fire or building authority. (5-1-06)T

k. There must be a telephone available on the premises for use in the event of an emergency. Emergency telephone numbers must be posted near the telephone or where they can be easily accessed; and (5-1-06)T

l. Furnishings, decorations or other objects must not obstruct exits or access to exits. (5-1-06)T

05. Emergency Plans and Training Requirements. (5-1-06)T

a. Evacuation plans must be posted throughout the facility. Plans must indicate point of orientation, location of all fire extinguishers, location of all fire exits, and designated meeting area outside of building. (5-1-06)T

b. There must be written policies and procedures covering the protection of all persons in the event of fire or other emergencies; and (5-1-06)T

c. All employees must participate in fire and safety training upon employment and at least annually thereafter; and (5-1-06)T

d. All employees and PSR participants who receive services at that location must engage in quarterly fire drills. At least two (2) of these fire drills must include evacuation of the building; and (5-1-06)T

e. A brief summary of the fire drill and the response of the employees and participants must be written and maintained on file. The summary must indicate the date and time the drill occurred, problems encountered and corrective action taken. (5-1-06)T

06. Food Preparation and Storage. (5-1-06)T

a. If foods are prepared in the PSR agency offices, they must be stored in such a manner as to prevent contamination and be prepared by sanitary methods. (5-1-06)T

b. Except during actual preparation time, cold perishable foods must be stored and served under 45°F and hot perishable foods must be stored and served over 140°F. (5-1-06)T

c. Refrigerators and freezers used to store participant lunches and other perishable foods used by participants, must be equipped with a reliable, easily-readable thermometer. Refrigerators must be maintained at 45°F or below. Freezers must be maintained at 0°F to 10°F or below. (5-1-06)T

d. When meals are prepared or provided for by the PSR agency for participants, meals must be nutritional. (5-1-06)T

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

- 07. Housekeeping and Maintenance Services.** (5-1-06)T
- a.** The interior and exterior of the PSR offices must be maintained in a clean, safe and orderly manner and must be kept in good repair; and (5-1-06)T
- b.** Deodorizers cannot be used to cover odors caused by poor housekeeping or unsanitary conditions; and (5-1-06)T
- c.** All housekeeping equipment must be in good repair and maintained in a clean, safe and sanitary manner; and (5-1-06)T
- d.** The PSR agency must be maintained free from infestations of insects, rodents and other pests; and (5-1-06)T
- e.** The PSR agency must maintain the temperature and humidity within a normal comfort range by heating, air conditioning, or other means. (5-1-06)T
- f.** Garbage will be disposed of in a sanitary manner. It must not be allowed to accumulate and must be placed in leak-proof bags. (5-1-06)T
- 08. Firearms.** No firearms are permitted in the PSR agency offices. (5-1-06)T
- 09. Plumbing.** Restroom facilities must be maintained in good working order and available and accessible to participants while at the PSR agency offices in accordance with the Americans with Disabilities Act. This includes the presence of running water for operation of the toilet and washing hands. (5-1-06)T
- 10. Lighting.** Lighting levels must be maintained throughout the PSR agency offices which are appropriate to the service being provided. (5-1-06)T
- 11. Drinking Water.** Where the source is other than a public water system or commercially bottled, water quality must be tested and approved annually by the district health department. (5-1-06)T

4601. CLINIC SERVICES - DIAGNOSTIC SCREENING CLINICS.

The Department will reimburse medical social service visits to clinics which coordinate the treatment between physicians and other medical professionals for recipients which are diagnosed with cerebral palsy, myelomeningitis or other neurological diseases and injuries with comparable outcomes. (4-1-91)

- 01. Multidisciplinary Assessments and Consultations.** The clinic must perform on site multidisciplinary assessments and consultations with each recipient and responsible parent or guardian. Diagnostic and consultative services related to the diagnosis and treatment of the recipient will be provided by board certified physician specialists in physical medicine, neurology and orthopedics. (4-1-91)(5-1-06)T
- 02. Billings.** No more than five (5) hours of medical social services per recipient may

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

be billed by the specialty clinic each state fiscal year for which the medical social worker monitors and arranges recipient treatments and provides medical information to providers which have agreed to coordinate the care of their patient. (4-1-91)

03. Services Performed. Services performed or arranged by the clinic will be subject to the amount, scope and duration for each service as set forth elsewhere in this chapter. (12-31-91)

04. The Clinic. The clinic is established as a separate and distinct entity from the hospital, physician or other provider practices. (4-1-91)

05. Services Reimbursed. Services performed by a diagnostic and screening clinic will be reimbursed under a fee for service basis as established by Idaho Department of Health and Welfare Rules, IDAPA 16.03.10, Section 406, "Rules Governing Medicaid Provider Reimbursement in Idaho". (12-31-91)

~~462.~~ -- **463. (RESERVED).**

(BREAK IN CONTINUITY OF SECTIONS)

465. MENTAL HEALTH CLINIC PROVIDER AGENCY REQUIREMENTS.

Each agency that enters into a provider agreement with the Department for the provision of mental health clinic services must meet the following requirements: (4-6-05)

01. Mental Health Clinic. A mental health clinic, also referred to as "agency," must be a proprietorship, partnership, corporation, or other entity, in a distinct location, employing at least two (2) staff qualified to deliver clinic services under this rule and operating under the direction of a physician. The Department must approve the enrollment of the agency as a Medicaid provider. Each location of the agency must meet these requirements. All mental health clinic services must be provided at the clinic unless provided to an eligible homeless individual. (4-6-05)

02. Credentialing. The Department is phasing in the Credentialing Program in 2006. During the first three (3) years of development the following will take place. (5-1-06)T

a. Reimbursement. A mental health clinic must be designated as credentialed or provisionally credentialed in order to receive Medicaid reimbursement for services. Any agency that fails to maintain credentialed status will have its Medicaid provider agreement terminated. (5-1-06)T

b. Application. All existing providers and new provider applicants must submit an application for credentialing that will be reviewed in order to proceed with the credentialing process and obtain the required credential by the Department or its designee. All initial applications will be responded to within thirty (30) days indicating if the application is approved or additional information is required. The applicant must submit the additional information for the

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

application to be considered further. The application will be reviewed up to three (3) times. If the applicant has not provided the required information by the third submittal then the application will be denied and the application will not be considered again for twelve (12) months. (5-1-06)T

c. Temporary Credentialed Status. In order for existing providers to be able to continue to provide services during these first three (3) years the Department will grant a one-time temporary credential to all existing providers not to exceed three (3) years. (5-1-06)T

d. New Providers. Once the Credentialing Program is initiated any new provider applicants will be required to submit an application and successfully complete the credentialing process prior to billing for Medicaid services. (5-1-06)T

e. Elements of Credentialing. The credentialing process consists of the application and an on-site review. Whenever deficiencies are identified a plan of improvement approved by the Department or its designee must be submitted by the agency. (5-1-06)T

f. Expiration and Renewal of Credentialed Status. Credentials issued under these rules will be issued for a period up to three (3) years. Unless sooner suspended or revoked, the agency's credential will expire on the date designated by the Department or its designee. No later than ninety (90) days before expiration, an agency may apply for renewal of credentials. A site review may be conducted by the Department or its designee for renewal applications. (5-1-06)T

g. Provisional Credentialed Status. If a new or renewal applicant is found deficient in one (1) or more of the requirements for credentialing, but does not have deficiencies that jeopardize the health and safety of the participants or substantially affect the provider's ability to provide services, a provisional credential may be issued. Provisional credentials will be issued for a period not to exceed one hundred and eighty (180) days. During that time, the Department or its designee will determine whether the deficiencies have been corrected. If so, then the agency will be credentialed. If not, then the credential will be denied or revoked. (5-1-06)T

h. Denial, or Revocation of Credentialed Status. The Department or its designee may deny or revoke credentials when conditions exist that endanger the health, safety, or welfare of any participant or when the agency is not in substantial compliance with these rules. Additional causes for denial of credentials include the following: (5-1-06)T

i. The provider agency or provider agency applicant has willfully misrepresented or omitted information on the application or other documents pertinent to obtaining credentialed status; (5-1-06)T

ii. The provider agency or provider agency applicant has been convicted of, or is currently under investigation for fraud, gross negligence, abuse, assault, battery or exploitation; (5-1-06)T

iii. The provider agency or provider agency applicant has been convicted of a criminal offense within the past five (5) years, other than a minor traffic violation or similar minor offense; (5-1-06)T

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

iv. The provider agency or provider agency applicant has been denied or has had revoked any health facility license, or certificate; (5-1-06)T

v. A court has ordered that any provider agency owner or provider agency applicant must not operate a health facility, residential care or assisted living facility, or certified family home; (5-1-06)T

vi. Any owners, employees, or contractors of the provider agency or provider agency applicant are listed on the statewide Child Abuse Registry, Adult Protection Registry, Sexual Offender Registry, or Medicaid exclusion lists; (5-1-06)T

vii. The provider agency or provider agency applicant is directly under the control or influence, whether financial or other, of any person who is described in Subsections 465.02.h.i. through 465.02.h.vi. of these rules. (5-1-06)T

i. Procedure for Appeal of Denial or Revocation of Credentials. Immediately upon denial or revocation of credentials, the Department or the Department's designee will notify the applicant or provider in writing by certified mail or by personal service of its decision, the reason for its decision, and how to appeal the decision. The appeal is subject to the hearing provisions in IDAPA 16.05.03, "Rules Governing Contested Case Proceedings and Declaratory Rulings". (5-1-06)T

023. Physician Requirement for Clinic Supervision. In order to fulfill the requirement that the clinic be under the direction of a physician, the clinic must have a contract with the physician. (4-6-05)

a. The contract must specifically require that the physician spend as much time in the facility as is necessary to assure that participants are receiving services in a safe and efficient manner in accordance with accepted standards of medical practice. (4-6-05)

b. The supervising physician of the clinic may also serve as the supervising physician of a participant's care. (4-6-05)

034. Physician Requirement for Supervision of a Participant's Care. Each participant's care must be under the supervision of a physician directly affiliated with the clinic. Documentation of the affiliation must be kept in the clinic location. The clinic may have as many physician affiliations as is necessary in order to meet the needs of the volume of participants served in that location. The physician who supervises a participant's care does not have to deliver this service at the clinic nor does the physician have to be present at the clinic when the participant receives services at the clinic. In order to fulfill the requirement for physician supervision of a participant's care, the following conditions must also be met: (4-6-05)

a. The clinic and the physician must enter into a formal arrangement in which the physician must assume professional responsibility for the services provided; (4-6-05)

b. The physician must see the participant at least once to determine the medical necessity and appropriateness of clinic services; (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

c. The physician must review and sign the individualized treatment plan as an indicator that the services are prescribed; and (4-6-05)

d. The physician must review and sign all updates to the individualized treatment plan that involve changes in the types or amounts of services. (4-6-05)

045. Assessment. All treatment in mental health clinics must be based on an individualized assessment of the patient's needs, including a current mental status examination, and provided under the direction of a licensed physician. (4-6-05)

056. Criminal History Checks. (4-6-05)

a. The agency must verify that all employees, subcontractors, or agents of the agency providing direct care or clinical services have complied with IDAPA 16.05.06, "Rules Governing Mandatory Criminal History Checks". (4-6-05)

b. Once an employee, subcontractor, or agent of the agency has completed a self-declaration form and has been fingerprinted, he may begin working for the agency on a provisional basis while awaiting the results of the criminal history check. (4-6-05)

c. Once an employee, subcontractor, agent of the agency has received a criminal history clearance, any additional criminal convictions must be reported to the Department or its designee when the agency learns of the conviction. (4-6-05)

067. Staff Qualifications. The mental health clinic must assure that each agency staff person delivering clinical services to eligible MA participants has, at a minimum, one (1) or more of the following qualifications: (4-6-05)

a. Licensed Psychiatrist; (4-6-05)

b. Licensed Physician or licensed practitioner of the healing arts; (4-6-05)

c. Licensed Psychologist; (4-6-05)

d. Psychologist extender, registered with the Bureau of Occupational Licenses; (4-6-05)

e. Licensed Masters Social Worker, Licensed Clinical Social Worker, or Licensed Social Worker; (4-6-05)

f. Licensed Clinical Professional Counselor or Licensed Professional Counselor; (4-6-05)

g. Licensed Marriage and Family Therapist; (4-6-05)

h. Certified Psychiatric Nurse, R.N., as described in Subsection 456.02 of these rules;

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

(4-6-05)

- i. Licensed Professional Nurse, R.N.; or (4-6-05)
- j. Registered Occupational Therapist, O.T.R. (4-6-05)

078. Support Staff. For the purposes of this rule, support staff is any person who does not meet the qualifications of professionals as listed in Subsection 465.067 of these rules. The agency may elect to employ support staff to provide support services to participants. Such support services may include providing transportation, cooking and serving meals, cleaning and maintaining the physical plant, or providing general, non-professional supervision. Support staff must not deliver or assist in the delivery of services that are reimbursable by Medicaid.

~~(4-6-05)~~(5-1-06)T

089. Agency Employees and Subcontractors. Employees and subcontractors of the agency are subject to the same conditions, restrictions, qualifications and rules as the agency.

(4-6-05)

0910. Supervision. The agency must ensure that staff providing clinical services are supervised according to the following guidelines: (4-6-05)

- a. Standards and requirements for supervision set by the Bureau of Occupational Licenses are met; (4-6-05)
- b. Case-specific supervisory contact must be made weekly, at a minimum, with staff for whom supervision is a requirement; and (4-6-05)
- c. Documentation of supervision must be maintained by the agency and be available for review by the Department or its designee. (4-6-05)

101. Continuing Education. The agency must ensure that all staff complete twenty (20) hours of continuing education annually in the field in which they are licensed. Documentation of the continuing education hours must be maintained by the agency and be available for review by the Department or its designee. Nothing in these rules will affect professional licensing continuing education standards and requirements set by the Bureau of Occupational Licenses. (4-6-05)

172. Informed Consent. The agency must ensure that participants who receive services through the agency have obtained informed consent from the participant or his legal guardian indicating agreement with all of the elements on the individualized treatment plan including choice of the provider agency, designated services, times, dates, frequencies, objectives, goals, and exit criteria. For minors, informed consent must be obtained from the minor's parent or legal guardian. (4-6-05)

13. Ethics. (2-1-05)T

- a. The provider must adopt, adhere to and enforce among its staff who are providing

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

Medicaid reimbursable services a Code of Ethics similar to or patterned after one (1) of the following: (5-1-06)T

i. US Psychiatric Rehabilitation Association Code of Ethics found at <http://www.uspra.org/i4a/pages/index.cfm?pageid=3601>; (5-1-06)T

ii. National Association of Social Workers Code of Ethics found at <http://www.naswdc.org/pubs/code/default.asp>; (5-1-06)T

iii. American Psychological Association Code of Ethics found at <http://www.apa.org/ethics/code.html>; or (5-1-06)T

iv. American Counseling Association Code of Ethics found at [http://www.counseling.org/Content/NavigationMenu/RESOURCES/ETHICS/ACA Code of Ethics.htm](http://www.counseling.org/Content/NavigationMenu/RESOURCES/ETHICS/ACA_Code_of_Ethics.htm). (5-1-06)T

v. Marriage and Family Therapists Code of Ethics found at www.aamft.org/resources/lrmplan/ethics/ethicscode2001.asp. (5-1-06)T

b. Evidence of the Agency's Code of Ethics, the discipline(s) upon which it is modeled, and each staff member's training on the code must be submitted to the Department or its designee upon request. (5-1-06)T

c. The Provider must develop a schedule for providing ethics training to its staff. (5-1-06)T

d. The ethics training schedule must provide that new employees receive the training during their first year of employment, and that all staff receive ethics training no less than four (4) hours every four (4) years thereafter. (5-1-06)T

466. INDIVIDUALIZED TREATMENT PLAN FOR MENTAL HEALTH CLINIC SERVICES.

A written individualized treatment plan is a medically-ordered plan of care. An individualized treatment plan must be developed and implemented for each participant receiving mental health clinic services. Treatment planning is reimbursable if conducted by a qualified professional identified in Subsection 465.067 of these rules. ~~(4-6-05)~~(5-1-06)T

01. Individualized Treatment Plan Development. The individualized treatment plan must be developed by the following: (4-6-05)

a. The clinic staff providing the services; and (4-6-05)

b. The adult participant, if capable, and the adult participant's legal guardian, or, in the case of a minor, the minor's parent or legal guardian. The participant or his parent or legal guardian may also choose others to participate in the development of the plan. (4-6-05)

02. Individualized Treatment Plan Requirements. An individualized treatment plan

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

must include the following, at a minimum: (4-6-05)

a. Statement of the overall goals and concrete, measurable treatment objectives to be achieved by the participant, including time frames for completion. The goals and objectives must be individualized and must be directly related to the clinic service needs that are identified in the assessment. (4-6-05)

b. Documentation of who participated in the development of the individualized treatment plan. (4-6-05)

i. The authorizing physician must sign and date the plan within (30) thirty calendar days from the initiation of treatment. (4-6-05)

ii. The adult participant, the adult participant's legal guardian or, in the case of a minor, the minor's parent or legal guardian, must sign the treatment plan indicating their participation in its development. If these signatures indicating participation in the development of the treatment plan are not obtained, then the agency must document in the participant's record the reason the signatures were not obtained, including the reason for the participant's refusal to sign. A copy of the treatment plan must be given to the adult participant and his legal guardian or to his parent or legal guardian if the participant is a minor. (4-6-05)

iii. Other individuals who participated in the development of the treatment plan must sign the plan. (4-6-05)

iv. The author of the treatment plan must sign the plan and include his title and credentials. (4-6-05)

c. The diagnosis of the participant must be documented by an examination and be made by a licensed physician or other licensed practitioner of the healing arts, licensed psychologist, licensed clinical professional counselor, or licensed clinical social worker within the scope of his practice under state law; and (4-6-05)

d. A problem list, and the type, frequency, and duration of treatment estimated to achieve all objectives based on the ability of the participant to effectively utilize services. (4-6-05)

03. Treatment Plan Review. The treatment plan review by the clinic and the participant must occur within one-hundred-twenty (120) days and every one-hundred-twenty (120) days thereafter. During the review, the clinic staff providing the services and the participant must review progress made on objectives and identify objectives that may be added, amended, or deleted from the individualized treatment plan. The attendees of the treatment plan review are determined by the adult participant or his legal guardian, or, in the case of a minor, his parent or legal guardian and clinic staff providing the services. (4-6-05)

04. Physician Review of Treatment Plan. Each individualized treatment plan must be reviewed and be completely rewritten and signed by a physician at least annually. Changes in the types or amount of services that are determined during treatment plan reviews must be

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

reviewed and signed by a physician. Projected dates for the participant's reevaluation and the rewrite of the individualized treatment plan must be recorded on the treatment plan. (4-6-05)

05. Authorization for Services. Authorization for services after the first year must be based on documentation of the following: (4-6-05)

a. Description of the ways the participant has specifically benefited from clinic services, and why he continues to need additional clinical services; and (4-6-05)

b. The participant's progress toward the achievement of therapeutic goals that would eliminate the need for the service to continue. (4-6-05)

467. CARE AND SERVICES IN MENTAL HEALTH CLINICS NOT REIMBURSED.

01. Inpatient Medical Facilities. The MA Program will not pay for mental health clinic services rendered to MA recipients residing in inpatient medical facilities including nursing homes, hospitals, or public institutions as defined in 42 CFR 435.1009; or (4-6-05)

02. Scope. Any service or supplies not included as part of the allowable scope of the MA Program; or (3-30-01)

03. Non-Qualified Persons. Services provided within the mental health clinic framework by persons other than those qualified to deliver services as specified in Subsection 465.067 of these rules. ~~(4-6-05)~~(5-1-06)T

468. EVALUATION AND DIAGNOSTIC SERVICES IN MENTAL HEALTH CLINICS.

01. Medical Psychosocial Histories. Medical psychosocial intake histories must be contained in all case files. (3-30-01)

02. Diagnosis and Individualized Treatment Plan. Information gathered will be used for establishing a participant data base used in part to formulate the diagnosis and individualized treatment plan. (4-6-05)

03. Qualified Therapist. The medical psychosocial intake and plan development is reimbursable if conducted by a primary therapist who, at a minimum, has one (1) or more of the following qualifications: (3-30-01)

a. Licensed Psychologist; or (7-1-99)

b. Psychologist extender, registered with the Bureau of Occupational Licenses; or (7-1-99)

c. Licensed Masters Social Worker, or Licensed Clinical Social Worker, or Licensed Social Worker; or (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

- d. Certified Psychiatric Nurse, R.N.; or (7-1-99)
- e. Licensed Clinical Professional Counselor or Licensed Professional Counselor; or (4-6-05)
- f. Licensed Physician or Licensed Psychiatrist; or (4-6-05)
- g. Licensed Marriage and Family Therapist; or (3-15-02)
- h. Licensed Professional Nurse (RN). (4-6-05)

04. Intake Assessment. If an individual who is not eligible for MA receives intake services from any staff not having the required degree(s) as provided in Subsection 468.03 of these rules, and later becomes eligible for MA, a new intake assessment and individualized treatment plan will be required which must be developed by a qualified staff person and authorized prior to any reimbursement. (4-6-05)

05. Non-Qualified Staff. Any delivery of evaluation, diagnostic service, or treatment designed by any person other than an agency staff person designated as qualified under Section 468 or Sections 466 or 469 of these rules, is not eligible for reimbursement under the MA Program. (4-6-05)

06. Psychological Testing. Psychological testing refers to any measurement procedure for assessing psychological characteristics in which a sample of an examinee's behavior is obtained and subsequently evaluated and scored using a standardized process. This does not refer to assessments that are otherwise conducted by a professional within the scope of his license for the purposes of determining a participant's mental status, diagnoses or functional impairments. (4-6-05)

a. Psychological testing may be provided as a reimbursable service when provided in direct response to a specific evaluation question. (4-6-05)

b. The psychological report must contain the reason for the performance of this service. (4-6-05)

c. Agency staff may deliver this service if they meet one (1) of the following qualifications: (4-6-05)

i. Licensed Psychologist; (4-6-05)

ii. Psychologist extenders as described in IDAPA 24.12.01, "Rules of the Idaho State Board of Psychologist Examiners"; or (4-6-05)

iii. A qualified therapist listed in Subsection 469.06 of these rules who has documented evidence of education or training qualifying him to administer, score, interpret, and report findings for the psychological test he will be performing. (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

07. Psychiatric Diagnostic Interview Exam. A psychiatric diagnostic interview exam may be provided as a reimbursable service when delivered by one (1) of the following licensed professionals: (4-6-05)

- a. Psychiatrist; (4-6-05)
- b. Physician; (4-6-05)
- c. Practitioner of the healing arts; (4-6-05)
- d. Psychologist; (4-6-05)
- e. Clinical social worker; ~~or~~ (~~4-6-05~~)(5-1-06)T
- f. Clinical professional counselor; or (~~4-6-05~~)(5-1-06)T
- g. Licensed Marriage and Family Therapist. (5-1-06)T

08. Evaluations Performed by Occupational Therapists. Evaluations performed by qualified registered occupational therapists, O.T.R., performed in conjunction with the development of an individualized treatment plan are reimbursable. (4-6-05)

09. Documentation. All intake histories, psychiatric evaluations, psychological testing, or specialty evaluations must be in written form, dated, and fully signed to certify when completed and by whom, and retained in the participant's file for documentation purposes. (4-6-05)

10. Data. All data gathered must be directed towards formulation of a written diagnosis, problem list, and individualized treatment plan which specifies the type, frequency, and anticipated duration of treatment. (4-6-05)

11. Limitations. A total of twelve (12) hours is the maximum time allowed for a combination of any evaluative or diagnostic services and individualized treatment plan development provided to an eligible participant in a calendar year. (4-6-05)

469. TREATMENT SERVICES IN MENTAL HEALTH CLINICS.

01. Psychotherapy. Individual and group psychotherapy must be provided in accordance with the goals specified in the individualized treatment plan. (4-6-05)

02. Family Psychotherapy. Family psychotherapy services must include at least two (2) family members and must be delivered in accordance with the goals of treatment as specified in the individualized treatment plan. (4-6-05)

03. Emergency Services. Individual emergency psychotherapy services can be provided by qualified clinic staff at any time. (3-30-01)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

a. Emergency services provided to an eligible participant prior to intake and evaluation is a reimbursable service but must be fully documented in the participant's record; and (4-6-05)

b. Each emergency service will be counted as a unit of service and part of the allowable limit per participant unless the contact results in hospitalization. Provider agencies may submit claims for the provision of psychotherapy in emergency situations in accordance with Subsections 469.06 and 469.07 of these rules even when contact does not result in the hospitalization of the participant. (4-6-05)

04. Collateral/Contact Consultation. Collateral contact will be covered by Medicaid if it is conducted face to face by agency staff qualified to deliver clinical services, and if it is included on the individualized treatment plan and is necessary to gather and exchange information with individuals having a primary relationship to the participant. (4-6-05)

05. Nursing Facility. Psychotherapy services may be provided to participants residing in a nursing facility if the following criteria are met: (4-6-05)

a. The participant has been identified through the PASARR Level II screening process as requiring psychotherapy as a specialized service; and (4-6-05)

b. The service is provided outside the nursing facility at a clinic location; and (3-30-01)

c. Services provided are: (11-29-91)

i. Supported by the independent evaluations completed and approved by the Department or its designee; and (4-6-05)

ii. Incorporated into the participant's medical care plan; and (4-6-05)

iii. Directed toward the achievement of specific measurable objectives which include target dates for completion. (11-29-91)

06. Staff Qualifications for Psychotherapy Services. Licensed, qualified professionals providing psychotherapy services as set forth in Subsections 469.01 through 469.03 of these rules must have, at a minimum, one (1) or more of the following degrees: (4-6-05)

a. Licensed Psychiatrist; or (4-6-05)

b. Licensed Physician; or (4-6-05)

c. Licensed Psychologist; or (7-1-99)

d. Licensed Clinical Social Worker; or (4-6-05)

e. Licensed Clinical Professional Counselor; or (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

- f. Licensed Marriage and Family Therapist; or (4-6-05)
 - g. Certified Psychiatric Nurse (RN), as described in Subsection 456.02 of these rules; or (4-6-05)
- or
- h. Licensed Professional Counselor whose provision of psychotherapy is supervised by persons qualified under Subsections 469.06.a. through 469.06.g. of this rule; or (4-6-05)
 - i. Licensed Masters Social Worker whose provision of psychotherapy is supervised as described in IDAPA 24.14.01, "Rules of the State Board of Social Work Examiners"; or (4-6-05)
 - j. A Psychologist Extender, registered with the Bureau of Occupational Licenses. (4-6-05)

07. Psychotherapy Limitations. Psychotherapy services as set forth in Subsections 469.01 through 469.03 of these rules are limited to forty-five (45) hours per calendar year. (3-15-02)

08. Pharmacological Management. Pharmacological management consultations must be provided by a physician or other practitioner of the healing arts within the scope of practice defined in their license in direct contact with the participant. (4-6-05)

a. Consultation must be for the purpose of prescribing, monitoring, and/or administering medication as part of the individualized treatment plan; and (4-6-05)

b. Pharmacological management, if provided, must be part of the individualized treatment plan and frequency and duration of the treatment must be specified. (4-6-05)

09. Nursing Services. Nursing services, when physician ordered and supervised, can be part of the participant's individualized treatment plan. (4-6-05)

a. Licensed and qualified nursing personnel can supervise, monitor, and administer medication within the limits of the Nurse Practice Act, Section 54-1402(d), Idaho Code; and (4-6-05)

b. The frequency and duration of the treatment must be specified on the participant's individualized treatment plan. (4-6-05)

10. Partial Care. Partial Care is treatment for those whose functioning is sufficiently disrupted so as to interfere with their productive involvement in daily living. Partial Care services are a structured program of therapeutic interventions that assist program participants in the stabilization of their behavior and conduct through the application of principles of behavior modification for behavior change and structured, goal-oriented group socialization for skill acquisition. The goal of Partial Care services is to decrease the severity and acuity of presenting symptoms so that the program participant may be maintained in the least restrictive setting and to

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

increase the program participants' interpersonal skills in order to obtain the optimal level of interpersonal adjustment. (4-6-05)

a. Qualifications of Partial Care Services. In order to be considered a Partial Care service, the service must: (4-6-05)

i. Be provided in a structured environment within the MHC setting; (4-6-05)

ii. Be a needed service as indicated on the individualized treatment plan with documented, concrete, and measurable goals and outcomes; and (4-6-05)

iii. Provide interventions for relieving symptoms and acquiring specific skills. These interventions must include the specific medical services, therapies, and activities that are used to meet the treatment objectives. (4-6-05)

b. Limit on Treatment Hours. Treatment will be limited to thirty-six (36) hours per week per eligible participant. (4-6-05)

c. Criteria for Partial Care Service Program Participants. In order for a MHC program participant to be eligible for Partial Care Services the following criteria must be met and documented: (4-6-05)

i. Assessments completed within the previous twelve (12) months have documented that the participant has any combination of emotional, behavioral, neurobiological or substance abuse problems that significantly impair social and occupational functioning. The intake assessment must document that the participant is presently at risk for an out-of-home placement, further clinical deterioration that would lead to an out-of-home placement, or further clinical deterioration which would interfere with the participant's ability to maintain current level of functioning. (4-6-05)

ii. Other services have failed or are not appropriate for the clinical needs of the participant. (4-6-05)

iii. For each participant, the services can reasonably be expected to improve the participant's condition or prevent further regression so that the current level of care is no longer necessary or may be reduced. (4-6-05)

d. Partial care service is not appropriate for certain people. Persons identified in the list below are disqualified from participating in Partial Care services: (4-6-05)

i. Persons at immediate risk of self-harm or harm to others; (4-6-05)

ii. Persons needing more restrictive care or inpatient care; and (4-6-05)

iii. Persons who have not fulfilled the requirements of Subsection 469.10.c. of this rule. (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

e. Partial Care Services Must Be on the Individualized Treatment Plan. Partial care services must be part of the participant's individualized treatment plan which must identify the specific objective to be addressed through the service and specify the amount, frequency, and expected duration of treatment. (4-6-05)

f. Staff Qualifications for Partial Care Services. Licensed, qualified professionals providing partial care services must have, at a minimum, one (1) or more of the qualifications listed in Subsection 465.067 of these rules. ~~(4-6-05)~~(5-1-06)T

g. Excluded Services. Services that focus on vocation, recreation or education are not reimbursable under Medicaid Partial Care. Services that are provided outside the clinic facility are not reimbursable. (4-6-05)

470. RECORD KEEPING REQUIREMENTS FOR MENTAL HEALTH CLINICS.

01. **Maintenance.** Each mental health clinic will be required to maintain records on all services provided to MA participants. (4-6-05)

02. **Record Contents.** The records must contain the current individualized treatment plan ordered by a physician and must meet the requirements as set forth in Section 466. (4-6-05)

03. **Requirements.** The records must: (3-30-01)

a. Specify the exact type of treatment provided; and (11-10-81)

b. Who the treatment was provided by; and (11-10-81)

c. Specify the duration of the treatment and the time of day delivered; and (4-6-05)

d. Contain detailed records which outline exactly what occurred during the therapy session or participant contact documented by the person who delivered the service; and (4-6-05)

e. Contain the legible, dated signature, with degree credentials listed, of the staff member performing the service. (11-10-81)

04. **Non-Reimbursable.** Any service not adequately documented in the participant's record by the signature of the therapist providing the therapy or participant contact, the length of the therapy session, and the date of the contact, will not be reimbursed by the Department. (4-6-05)

05. **Non-Eligible Staff.** Any treatment or contact provided as a result of an individualized treatment plan that is performed by any staff other than those qualified to deliver services under Subsection 465.067 of these rules is not be eligible for reimbursement by the Department. ~~(4-6-05)~~(5-1-06)T

06. **Recoupment.** If a record is determined not to meet minimum requirements as set forth herein any payments made on behalf of the participant are subject to recoupment. (4-6-05)

HEALTH AND WELFARE

(BREAK IN CONTINUITY OF SECTIONS)

472. BUILDING STANDARDS FOR MENTAL HEALTH CLINICS.

01. Accessibility. Mental health clinic service providers must be responsive to the needs of the service area and persons receiving services and accessible to persons with disabilities as defined in Section 504 of the Federal Rehabilitation Act, the Americans with Disabilities Act, and the uniform federal accessibility standard. (4-6-05)

02. Environment. Clinics must be designed and equipped to meet the needs of each participant including, but not limited to, factors such as sufficient space, equipment, lighting and noise control. (4-6-05)

03. Capacity. Clinics must provide qualified staff as listed in Subsection 465.067 of these rules to meet a staff to participant ratio that ensures safe, effective and clinically appropriate interventions. ~~(4-6-05)~~(5-1-06)T

04. Fire and Safety Standards. (4-6-05)

a. Clinic facilities must meet all local and state codes concerning fire and life safety. The owner/operator must have the facility inspected at least annually by the local fire authority. In the absence of a local fire authority, such inspections must be obtained from the Idaho State Fire Marshall's office. A copy of the inspection must be made available upon request and must include documentation of any necessary corrective action taken on violations cited; and (4-6-05)

b. The clinic facility must be structurally sound and must be maintained and equipped to assure the safety of participants, employees and the public; and (4-6-05)

c. In clinic facilities where natural or man-made hazards are present, suitable fences, guards or railings must be provided to protect participants; and (4-6-05)

d. Clinic facilities must be kept free from the accumulation of weeds, trash and rubbish; and (4-6-05)

e. Portable heating devices are prohibited except units that have heating elements that are limited to not more than two hundred twelve (212F) degrees Fahrenheit. The use of unvented, fuel-fired heating devices of any kind are prohibited. All portable space heaters must be U.L. approved as well as approved by the local fire or building authority; and (4-6-05)

f. Flammable or combustible materials must not be stored in the clinic facility; and (4-6-05)

g. All hazardous or toxic substances must be properly labeled and stored under lock and key; and (4-6-05)

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program

Docket No. 16-0309-0601
TEMPORARY RULE

h. Water temperatures in areas accessed by participants must not exceed one hundred twenty (120) degrees Fahrenheit; and (4-6-05)

i. Portable fire extinguishers must be installed throughout the clinic facility. Numbers, types and location must be directed by the applicable fire authority noted in Subsection 472.04 of these rules; and (4-6-05)

j. Electrical installations and equipment must comply with all applicable local or state electrical requirements. In addition, equipment designed to be grounded must be maintained in a grounded condition and extension cords and multiple electrical outlet adapters must not be utilized unless U.L. approved and the numbers, location, and use of them are approved, in writing, by the local fire or building authority. (4-6-05)

k. There must be a telephone available on the premises for use in the event of an emergency. Emergency telephone numbers must be posted near the telephone or where they can be easily accessed; and (4-6-05)

l. Furnishings, decorations or other objects must not obstruct exits or access to exits. (4-6-05)

05. Emergency Plans and Training Requirements. (4-6-05)

a. Evacuation plans must be posted throughout the facility. Plans must indicate point of orientation, location of all fire extinguishers, location of all fire exits, and designated meeting area outside of building. (4-6-05)

b. There must be written policies and procedures covering the protection of all persons in the event of fire or other emergencies; and (4-6-05)

c. All employees must participate in fire and safety training upon employment and at least annually thereafter; and (4-6-05)

d. All employees and partial care participants must engage in quarterly fire drills. At least two (2) of these fire drills must include evacuation of the building; and (4-6-05)

e. A brief summary of the fire drill and the response of the response of the employees and partial care participants must be written and maintained on file. The summary must indicate the date and time the drill occurred, problems encountered and corrective action taken. (4-6-05)

06. Food Preparation and Storage. (4-6-05)

a. If foods are prepared in the clinic facility, they must be stored in such a manner as to prevent contamination and be prepared by sanitary methods. (4-6-05)

b. Except during actual preparation time, cold perishable foods must be stored and served under forty-five (45F) degrees Fahrenheit and hot perishable foods must be stored and

HEALTH AND WELFARE

DEPARTMENT OF HEALTH AND WELFARE
Rules Governing the Medical Assistance Program**Docket No. 16-0309-0601**
TEMPORARY RULE

served over one hundred forty (140F) degrees Fahrenheit. (4-6-05)

c. Refrigerators and freezers used to store participant lunches and other perishable foods used by participants, must be equipped with a reliable, easily-readable thermometer. Refrigerators must be maintained at forty-five (45F) degrees Fahrenheit or below. Freezers must be maintained at zero (0F) to ten (10F) degrees Fahrenheit or below. (4-6-05)

d. When meals are prepared or provided for by the clinic, meals must be nutritional. (4-6-05)

07. Housekeeping and Maintenance Services. (4-6-05)

a. The interior and exterior of the clinic facility must be maintained in a clean, safe and orderly manner and must be kept in good repair; and (4-6-05)

b. Deodorizers cannot be used to cover odors caused by poor housekeeping or unsanitary conditions; and (4-6-05)

c. All housekeeping equipment must be in good repair and maintained in a clean, safe and sanitary manner; and (4-6-05)

d. The clinic facility must be maintained free from infestations of insects, rodents and other pests; and (4-6-05)

e. The clinic facility must maintain the temperature and humidity within a normal comfort range by heating, air conditioning, or other means. (4-6-05)

f. Garbage will be disposed of in a sanitary manner. It must not be allowed to accumulate and must be placed in leak-proof bags. (4-6-05)

08. Firearms. No firearms are permitted in the clinic facility. (4-6-05)

09. Plumbing. Restroom facilities must be maintained in good working order and available and accessible to participants while at the clinic in accordance with the Americans with Disabilities Act. This includes the presence of running water for operation of the toilet and washing hands. (4-6-05)

10. Lighting. Lighting levels must be maintained throughout the clinic facility which are appropriate to the service being provided. (4-6-05)

11. Drinking Water. Where the source is other than a public water system or commercially bottled, water quality must be tested and approved annually by the district health department. (4-6-05)